

The Commonwealth of Virginia

*Focus Group Meeting
February 7th, 2006*

The Commonwealth of Virginia Provider Network

- *Miscellaneous Insurance Program-*
- *Tax-Sheltered Annuities (403(b) and 401(a))-*
- *Administrative fees: charged to fund the consolidated billing process*
 - *Provider Paid*
 - *Employee Paid*
- *Commonwealth of Virginia Provider Network:*

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- *Insurance premiums via payroll deduction for over 15,400 employees.*
- *Annuity contributions for over 4,500 employees.*
- *Approximately 50 Provider Companies*

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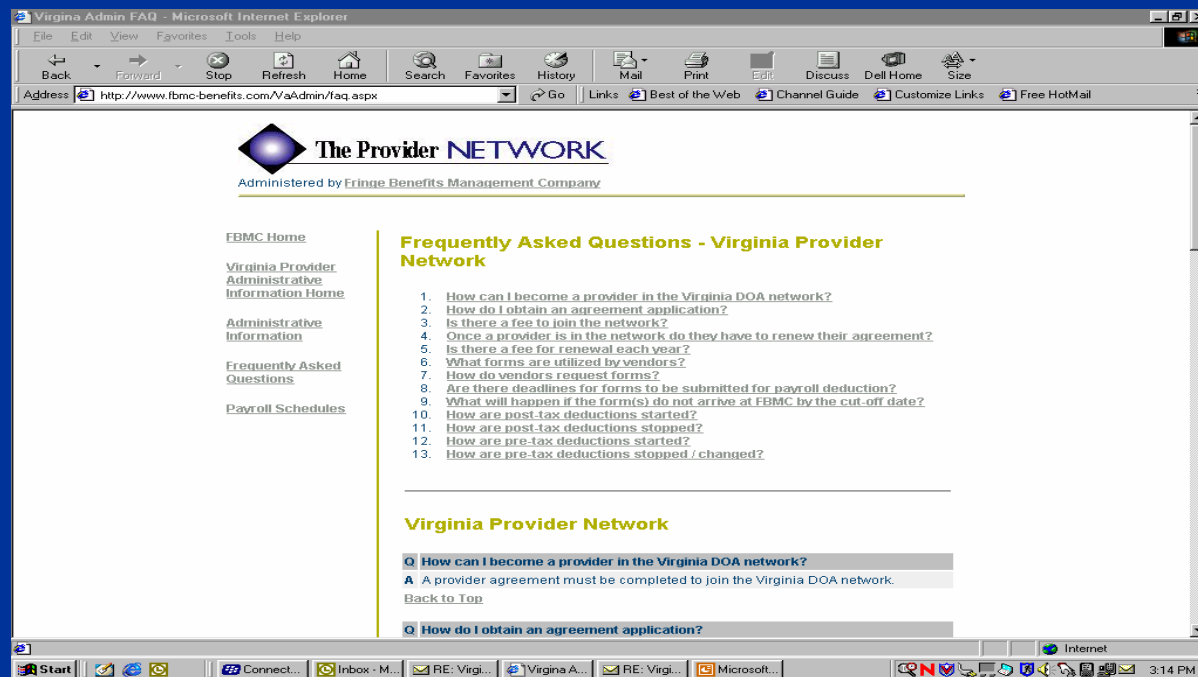
- *Network Provider Agreement:*
 - *Rules, Procedures, and Standards*
 - *Provider Mergers/Name Changes*
 - *Provider Benefit Changes*
 - *Provider Contact Information*
 - *Sales Agents*

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- *Administrative Manual-Vendors*
- *Located at a new website just for Providers*
- *www.fbmc-benefits.com/vaAdmin/*
- *Process and Procedures*

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Frequently Asked Questions



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- *Administrative Manual-Agency Payroll/Benefit Administrators*
- *Located at*
http://www.doa.virginia.gov/Payroll/TPA/TPA_Main.cfm
- *Process and Procedures*

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- *Providers No Longer Active/Payroll Deductions Continue*

NATIONAL MOTOR CLUB

MIDLAND NATIONAL LIFE

G.E. LIFE & ANNUITY

DOMINION DENTAL

BANKERS UNITED LIFE

THE FRANKLIN LIFE

CONNECTICUT/MASS MUTUAL

JEFFERSON PILOT

REASSURE AMERICA aka LONE STAR

LINA – CIGNA (AD&D)

CIGNA GROUP (LTC)

AON CONSULTING – UNUM

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- *Changes for 2006*

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- *Providers Expelled from the Network*
- *Professional Insurance Corporation - Deductions should officially cease effective April 1st.*
- *Dominion Dental- has cancelled their group account (#7547).*

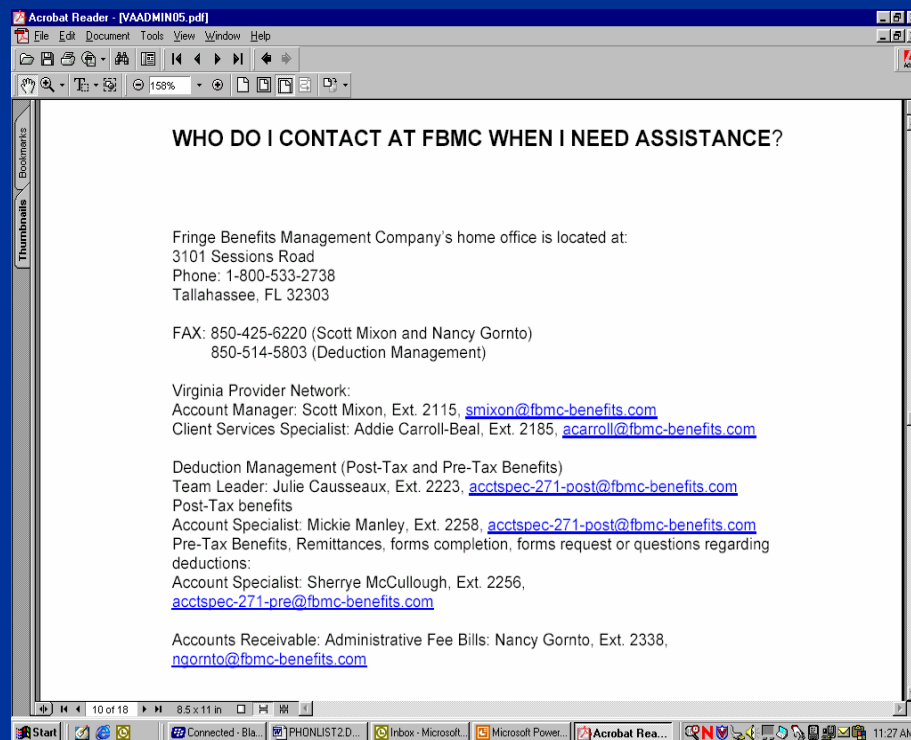
■ *Texas Life Insurance Company-Permanent Life Insurance*

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- *Existing Providers w/ New Products in the Network:*
 - *AFLAC- Dental; Vision Care; Sickness Indemnity and Specified Health Event (Hospital Indemnity Plans).*
 - *Conseco Health- Worksite University Life*
 - *Liberty Mutual- Boat Policies; Inland Marine; Fire Policies; and Umbrella Policies*
 - *Virginia Group Benefits- Long-Term Care; Auto and Home Owners; Fixed Annuities; Disability Income; Accident; Cancer; Critical Illness; Dental*

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Who do I contact when I need assistance?



The Commonwealth of Virginia Provider Network

Who do I contact when I need assistance?

New Contacts at FBMC:

Dennis Deckerhoff

800-872-0345, Extension 2183

ddeckerhoff@fbmc-benefits.com

Kimberly Wilbanks

800-872-0345, Extension 2170

kwilbanks@fbmc-benefits.com

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Salary Deduction Authorization

[illegible]

[illegible]

Provider Network

[illegible]

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Provider Network

Employment Status Change Form

Acrobat Reader - [VAADMIN05.pdf]

File Edit Document Tools View Window Help

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16

Please fax form to the Consolidated Billing-123 Department at 800-514-5893.

To: Commonwealth of Virginia DOA Processor Date: _____

From: _____ Agency # & Name: _____

Phone Number: _____

**COMMONWEALTH OF VIRGINIA-DOA
EMPLOYMENT STATUS CHANGE FORM**

These changes apply to (check applicable box):

☐ Pre-tax TSA Contributions

☐ Post-Tax products or

☐ Both

If an employee has separation from state service (terminated, resigned, retired), please complete the following information.

Name: _____

SS#: _____

Benefit End Date: _____

If an employee is on "Leave Without Pay" please complete the following information.

Name: _____

SS#: _____

Effective Date of Leave: _____

Expected Return Date: _____

If an employee transfers to another agency, please complete the following information.

Name: _____

SS#: _____

Old Agency # & Name: _____

New Agency # & Name: _____

Effective Date of transfer: _____

Fringe Benefits Management Company

updated 9/20/04

17 of 18 8.5 x 11 in

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The Commonwealth of Virginia Provider Network Exception/Discrepancy Form

Acrobat Reader - [VAADMIN05.pdf]

File Edit Document Tools View Window Help

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Bookmarks

Thumbnails

Name: _____
SSN: _____
Old Agency # & Name: _____
New Agency # & Name: _____
Effective Date of transfer: _____
Fringe Benefits Management Company
updated 9/20/04

See form and supporting documents to the Commonwealth Billing Unit Department at 800-554-0803.

To: Commonwealth of Virginia DCA Processor Date: _____
From: _____ Agency # & Name: _____
Phone Number: _____

**COMMONWEALTH OF VIRGINIA-DOA
EXCEPTION/DISCREPANCY RESPONSE FORM**

Employee Name: _____ SSN: _____

These corrections apply to (check applicable box):

☐ No Tax Contributions
☐ Post Tax products or both

MONIES EXPECTED NONE RECEIVED:

☐ Employee separated from state service (terminated, resigned, retired).
Separate End Date: _____

☐ Employee is on "Leave Without Pay".
Effective Date of Leave: _____ Expected Return Date: _____

☐ Employee transferred to another agency.
New Agency # & Name: _____
Effective Date of transfer: _____

☐ Other: _____

MONIES RECEIVED NONE EXPECTED:

☐ SBA & /or Cash Patch form attached.

☐ SBA form attached.

☐ Other: _____

AMOUNT RECEIVED DIFFERENT THAN EXPECTED:

☐ POST TAX: Employees cancelled benefit? _____
Separate End Date: _____

☐ PRE TAX: SBA form attach concerning deduction.

☐ Employee changed or added a benefit. SBA, SBA & /or Cash Patch form attached, as appropriate.

☐ Other: _____

Fringe Benefits Management Company

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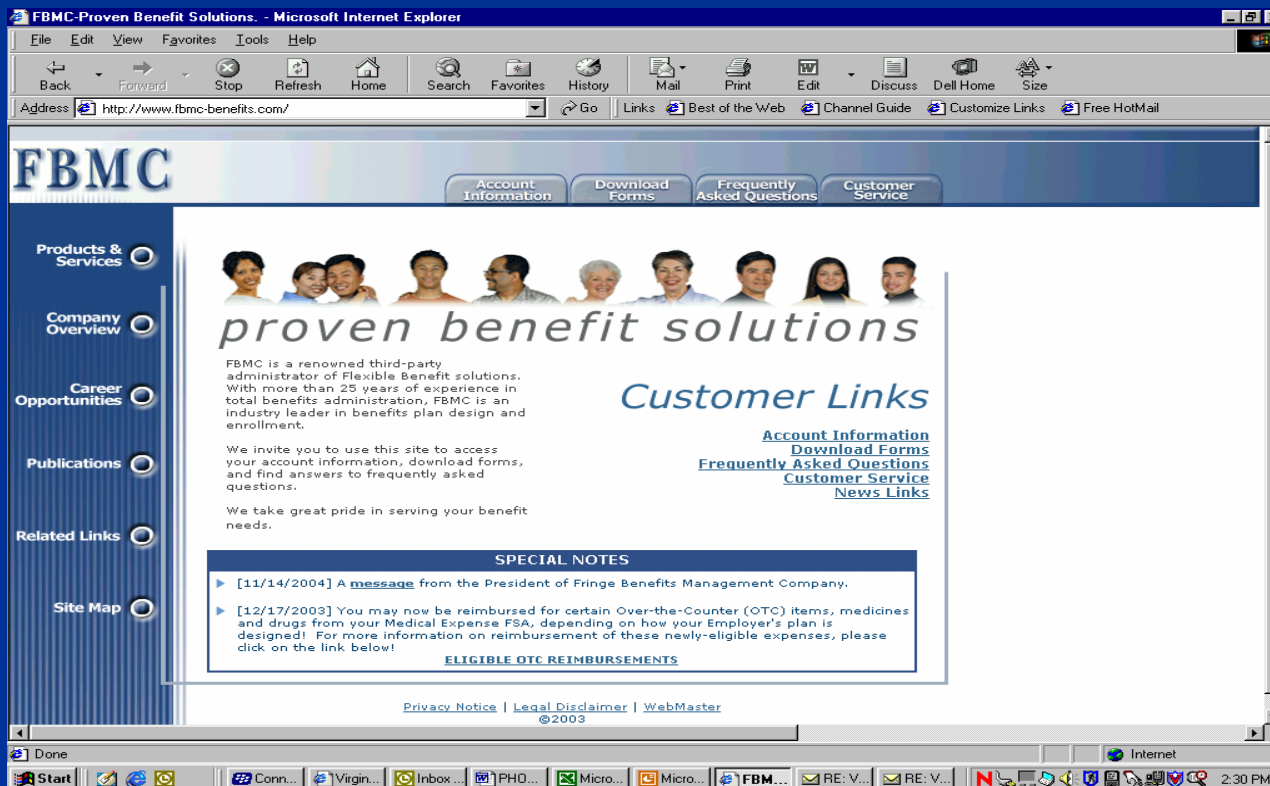
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- *Provider Network Website: A list of eligible providers, products and contact information.*
- *www.fbmc-benefits.com/vaproviders.*
- *Changes for 2006*

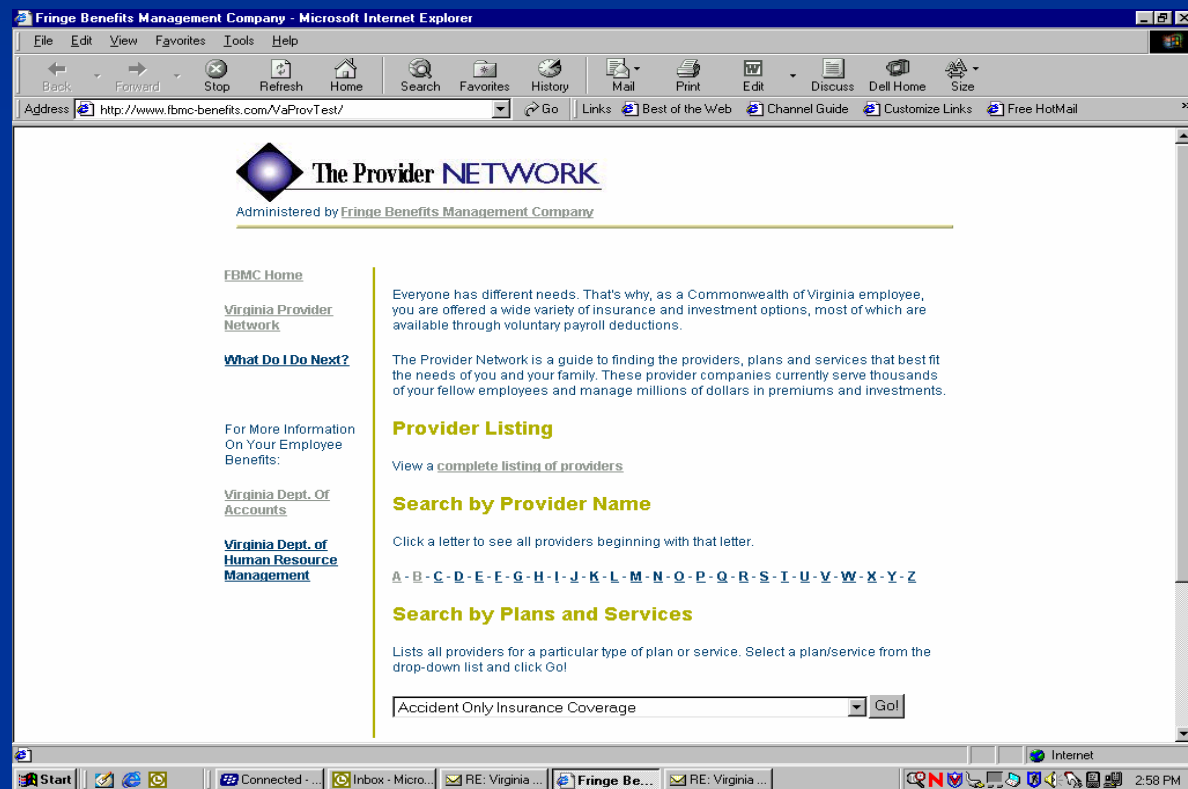
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<http://www.fbmc-benefits.com/>



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Provider Network Homepage.



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Multiple Provider Contacts

Fringe Benefits Management Company - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Discuss Del Home Size

Address <http://www.f BMC-benefits.com/VaProvTest/listproviders.asp> Go Links Best of the Web Channel Guide Customize Links Free HotMail

 **The Provider NETWORK**
Administered by Fringe Benefits Management Company

**The Commonwealth of Virginia
Provider Listing**

The following companies provide your voluntary insurance plans and services. Most Commonwealth of Virginia employees are eligible for the plans and services through payroll deduction. Many of the companies on the following list have agreed to pay the cost of this payroll deduction service. They are indicated by the words "No administrative fee." For those providers who offer post-tax voluntary products and do not pay the fee, there is a nominal charge of \$0.24 per pay period that will automatically be deducted from your pay. The fee will be \$0.35 per pay period for employees with pre-tax 403(b) annuity deductions, whose companies do not pay the administrative fee.

Click the provider name for more information.

► **American Heritage Life (Represented by So. Sec)** (Employee pays administrative fee)

SALES CONTACT INFORMATION		
Agent Name	Phone Number	Email Address
Larry Harvey, CEO	(540) 980-6558	ssia4813@hotmail.com

CUSTOMER SERVICE CONTACT INFORMATION		
Name	Phone Number	Email Address
Darlene Cooper	(540) 980-6558	ssia4813@adelphia.net

PLANS OFFERED
Accident Only Insurance Coverage, Annuity Plans, Cancer Expense Insurance Coverage, Disability Insurance Coverage, Heart/Stroke Insurance Coverage, Hospital Indemnity Insurance Coverage, Intensive Care Insurance Coverage, IRA Plans, Mortgage Protection Insurance Coverage, Permanent Life Insurance Coverage, Term Life Insurance Coverage, Universal Life Insurance Coverage

<http://www.f BMC-benefits.com/VaProvTest/index.asp> Internet

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Change Of Name/Merger

Fringe Benefits Management Company - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Discuss Dell Home Size

Address <http://www.fbmc-benefits.com/VaProviderNetwork/viewprovider.asp?id=93> Go Links Best of the Web Channel Guide Customize Links Free HotMail

 **The Provider NETWORK**
Administered by [Fringe Benefits Management Company](#)

[FBMC Home](#)

[Virginia Provider Network](#)

For More Information
On Your Employee
Benefits:

[Virginia Dept. Of
Accounts](#)

[Virginia Dept. of
Human Resource
Management](#)

Equitable Life Assurance (See AXA Equitable Life)

COMPANY INFORMATION	
Address:	1290 Avenue of the Americas 14th Floor
City:	New York
State:	NY
Zip Code:	10104
Telephone:	(212) 314-5769
Fax:	(212) 314-4561
A.M. Best Rating:	A.M. Best A

CONTACT INFORMATION	
Name:	E.M. Ned Baber, CLU, ChFC
Address:	10 S. Jefferson Street, Suite 850
City:	Roanoke
State:	VA
Zip Code:	24011
Telephone:	(540) 983-7121
Fax:	(540) 344-7331
E-mail Address:	edgar.baber@axa-advisors.com

Plans Offered

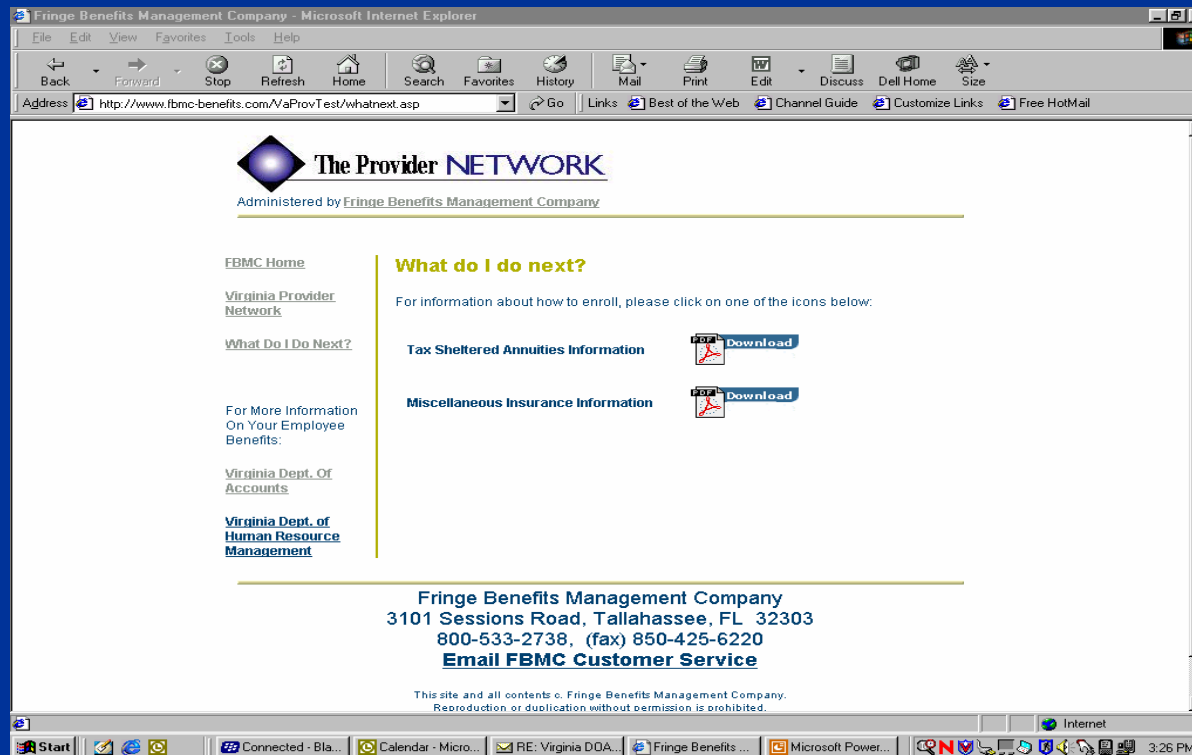
No plans found for that provider.

Click your browser's Back button to try another provider

Start Disconnect... Calendar - M... Microsoft Ex... focus.ppt provider.ppt Fringe Be... Internet 3:04 PM

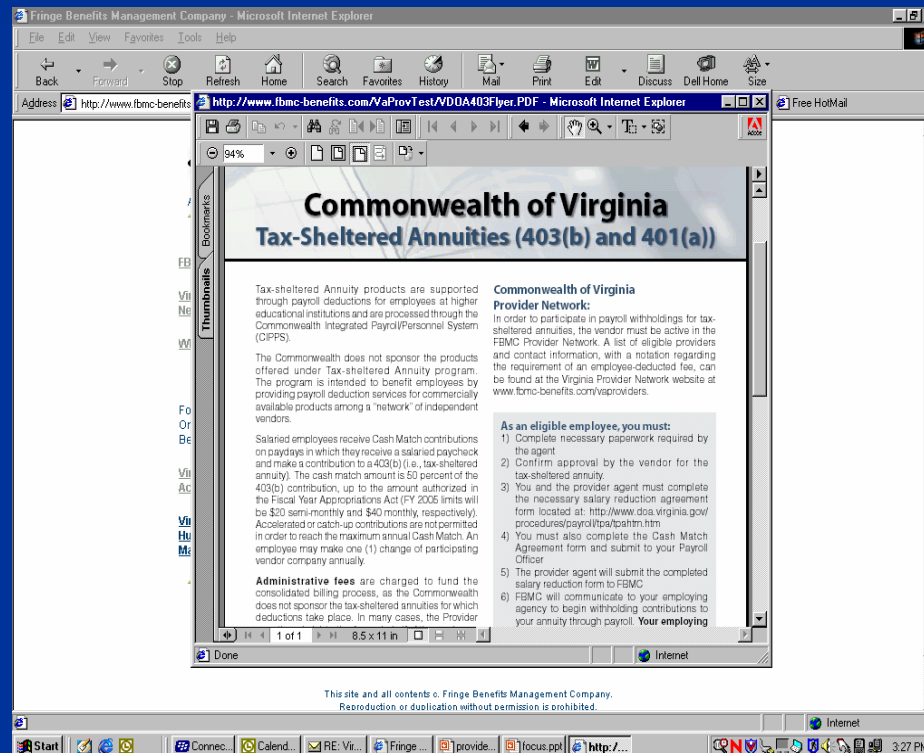
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Participant Brochures



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Change Of Name/Merger



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- *Customer Service*
 - *Agency Representatives: 800-872-0345*
 - *Participants: 800-342-8017*
webcustomerservice@fbmc-benefits.com
- *Payroll Deduction Schedule is located at*
www.doa.virginia.gov/Payroll/TPA/TPA_Cutoff_Dates.cfm

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Payroll Cutoff Schedule

The screenshot shows a Microsoft Internet Explorer window titled "TPA CUT-OFF DATES - Microsoft Internet Explorer". The address bar displays "http://www.fbmc-benefits.com/vaadmin/paysched.aspx". The page content includes the "The Provider NETWORK" logo, stating it is "Administered by Fringe Benefits Management Company". A left sidebar contains links: "FBMC Home", "Virginia Provider Administrative Information Home", "Administrative Information", "2005 Vendor Manual", "Frequently Asked Questions", and "Payroll Schedules". The main content area is titled "TPA CUT-OFF DATES" and "CALENDAR YEAR 2006". It features a table with five columns: "Pay period", "FBMC CUT-OFF", "CHANGE LIST TO AGENCY", "DOA Certify deadline", and "PAYDAY". The table lists 16 rows of payroll cutoff dates for 2006. The Windows taskbar at the bottom shows the Start button, several open applications (Sent Items, Microsoft Outlook, Client List, TPA CU..., FW: FBM...), and the system clock indicating 12:08 PM on 12/22/05.

Pay period	FBMC CUT-OFF	CHANGE LIST TO AGENCY	DOA Certify deadline	PAYDAY
12/25/05-01/09/06	12/22/05	12/29/05	01/06/06	01/12/06
01/10/06-01/24/06	01/12/06	01/19/06	01/26/06	02/01/06
01/25/06-02/09/06	01/27/06	02/03/06	02/10/06	02/16/06
02/10/06-02/24/06	02/08/06	02/15/06	02/23/06	03/01/06
02/25/06-03/09/06	02/24/06	03/03/06	03/10/06	03/16/06
03/10/06-03/24/06	03/13/06	03/20/06	03/27/06	03/31/06
03/25/06-04/09/06	03/27/06	04/03/06	04/10/06	04/14/06
04/10/06-04/24/06	04/11/06	04/18/06	04/25/06	05/01/06
04/25/06-05/09/06	04/26/06	05/03/06	05/10/06	05/16/06
05/10/06-05/24/06	05/11/06	05/18/06	05/25/06	06/01/06
05/25/06-06/09/06	05/26/06	06/05/06	06/12/06	06/16/06

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- *Termination Reports:*
 - *List terminated employees*
 - *Work location/alpha order*
 - *Name, Social Security Number, Work Location, and Termination Date.*
 - *Provided to the DOA*
 - *Due March 31st, 2006*

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- *Change Listings via FTP*
 - *Flexibility: agencies will receive reports for their groups*
 - *PDF format for viewing using Acrobat Reader*
 - *FBMC Website: Agencies log in and retrieve their change reports electronically.*
 - *Log in ID's associated with specific report file*
 - *The above enhancements will be complete April 1st or sooner.*

The Commonwealth of Virginia Provider Network

- *Remember...*

Don't make changes w/o Change List

Providers-approved products only

When in doubt, contact us.

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- *Questions/Discussion?*
- *Suggestions/Questions: Email Scott Mixon at smixon@fbmc-benefits.com*